

KASNEB

THE REVISED EXAMINATION SYLLABUSES

An overview of the new examinations structure and key changes

Introduction

Since its inception in 1969, KASNEB has undertaken a number of reviews of its examination syllabuses. One of the driving forces behind these reviews has been the need to ensure that the examination syllabuses continue to not only meet, but also surpass market expectations.

Since the last major review of the current examination syllabuses in the year 2000, a number of factors emerged which individually and collectively necessitated another comprehensive review of the structure and content of the syllabuses.

These factors included but were not limited to:

1. Increased utilisation of ICT in the workplace.
2. Promulgation of international standards by various global professional regulatory bodies.
3. Growing societal expectations on professionals to uphold high ethical standards.
4. Fast changing legal and regulatory frameworks.
5. Emergence of “soft skills” as a key requirement for career progression.

It was imperative for KASNEB to adequately address these and other factors in order to maintain the competitiveness of its graduates in the national and international markets.

1.0 The syllabuses review process

The process of reviewing the examination syllabuses involved wide consultations with stakeholders. In this connection, KASNEB brought on board trainers, students, employers, government ministries and departments,

professional firms, parents and other stakeholders to submit their views and suggestions.

A task force was then constituted consisting of subject experts and mandated to consider these views and other emergent and emerging issues, and prepare draft syllabuses.

The review process also involved undertaking of benchmarking visits to various foreign examination bodies and professional institutes of international repute. To this end, KASNEB conducted visits in, among other countries, South Africa, Nigeria, United Kingdom, United States, Singapore, Hong Kong, India and Australia.

The proposed syllabuses were finally approved by the Board of KASNEB on Friday, 13 March 2009 and will be implemented with effect from the December 2009 examination sitting.

2.0 Highlights of changes in the revised examination syllabuses

The following are some of the significant changes featured in the revised examination syllabuses:

2.1 The current referral system has been replaced with a credit retention system. Under the credit retention system, papers taken and passed in a level or section will be retained for the candidate as credits. For instance, a candidate who sits for the three papers in a section and passes one paper will only be required to sit for the two failed papers.

However, a candidate must pass the failed paper(s) in a level or section within the next two and a half years or five consecutive sittings. Otherwise the credit(s) will be withdrawn and the candidate required to resit for all the papers in the level or section.

For the initial attempt, a candidate will be required to sit for all the papers in a level or section.

- 2.2 The Kenya Administration and Management Examination (KAME) has been phased out. Transition arrangements for current KAME students will be communicated to the students, training institutions and other stakeholders in due course.
- 2.3 The specialised streams in the Certified Public Accountants (CPA) and the Certified Public Secretaries (CPS) examinations have also been phased out. Indeed, KASNEB stopped registering new candidates for the specialised streams with effect from 1 July 2008.
- 2.4 The technician examinations have been branded as follows :
- (a) The Kenya Accounting Technicians Certificate (KATC) examination becomes **Accounting Technicians Certificate (ATC)** examination.
 - (b) The Certified Information Communication Technology (CICT) Foundation examination becomes **Information Communication Technology Technicians (ICTT)** examination.
 - (c) The Credit Management (CM) Technician examination becomes **Credit Management Technicians (CMT)** examination.
 - (d) The Investment and Securities Analysts (ISA) Technician examination becomes **Investment and Securities Technicians (IST)** examination.

A person seeking to be registered as a student for any of the technician examinations must show evidence of being a holder of one of the following qualifications:

- (i) Kenya Certificate of Secondary Education (KCSE) examination with an aggregate average of at least grade D+ (D Plus).*
- (ii) Any other KASNEB technician examination certificate.*
- (iii) Such other certificates or diplomas as may be approved by KASNEB.*

- 2.5 The professional examinations have been branded as follows:
- (a) The Certified Information Communication Technology (CICT) Professional examination becomes **Certified Information Communication Technologists (CICT)** examination.
 - (b) The Credit Management (CM) Professional examination becomes **Certified Credit Professionals (CCP)** examination.
 - (c) The Investment and Securities Analysts (ISA) Professional examination becomes **Certified Securities and Investment Analysts (CSIA)** examination.
 - (d) The Certified Public Accountants (CPA) examination retains its name.
 - (e) The Certified Public Secretaries (CPS) examination also retains its name.

A person seeking to be registered as a student for any of the professional examinations must show evidence of being a holder of one of the following qualifications:

- (i) Kenya Certificate of Secondary Education (KCSE) examination with an aggregate average of at least grade C plus (C+) provided the applicant has obtained a minimum of a grade C plus (C+) in both English and Mathematics.*
- (ii) Kenya Advanced Certificate of Education (KACE) with at least TWO Principal passes provided that the applicant has credits in Mathematics and English at Kenya Certificate of Education (KCE) level.*
- (iii) KASNEB technician or professional examination certificate.*
- (iv) A degree from a recognized university.*
- (v) Such other certificates or diplomas as may be approved by KASNEB.*

- 2.6 All the technician examinations will consist of ten papers while all the professional examinations will consist of eighteen papers.

2.7 Exemptions will be granted on a paper by paper basis. The current system provides exemptions on the basis of levels, modules, sections and parts.

Advance copies of the revised examination syllabuses will be availed to training institutions in the month of April 2009.

3.0 The new structure of the examinations

The structure of the examinations under the revised syllabuses is as follows:

A: TECHNICIAN EXAMINATIONS

Accounting Technicians Certificate (ATC) examination

Level I	Level II
Paper No. 1. Introduction to Financial Accounting 2. Introduction to Law 3. Entrepreneurship and Communication 4. Principles of Management 5. Business Mathematics	Paper No. 6. Financial Accounting 7. Fundamentals of Information Communication Technology 8. Cost Accounting 9. Taxation 10. Auditing

Information Communication Technology Technicians (ICTT) examination

Level I	Level II
Paper No. 1. Introduction to Computing 2. Computer Mathematics 3. Entrepreneurship and Communication 4. Computer Applications (Theory and Practical) 5. Computer Networking	Paper No. 6. Internet Skills 7. Computer Support and Maintenance 8. Programming Concepts 9. Foundations of Accounting 10. Information Systems

Credit Management Technicians (CMT) examination

Level I	Level II
Paper No. 1. Fundamentals of Credit Management 2. Introduction to Law 3. Entrepreneurship and Communication 4. Principles of Management 5. Business Mathematics	Paper No. 6. Economics 7. Fundamentals of Information Communication Technology 8. Marketing and Customer Relations 9. Foundations of Accounting 10. Law Governing Credit Practice

Investment and Securities Technicians (IST) examination

Level I	Level II
Paper No. 1. Finance and Investments 2. Financial Institutions and Markets 3. Entrepreneurship and Communication 4. Law and Regulations Governing Financial Markets 5. Business Mathematics	Paper No. 6. Economics 7. Fundamentals of Information Communication Technology 8. Securities Analysis and Valuation 9. Foundations of Accounting 10. Wealth Creation and Management

B: PROFESSIONAL EXAMINATIONS**Certified Public Accountants (CPA) examination**

PART I	
<u>Section 1</u>	<u>Section 2</u>
Paper No. 1. Financial Accounting 2. Introduction to Law 3. Entrepreneurship and Communication	Paper No. 4. Economics 5. Cost Accounting 6. Auditing and Assurance

PART II	
<u>Section 3</u>	<u>Section 4</u>
Paper No. 7. Management Information Systems 8. Financial Management 9. Financial Reporting	Paper No. 10. Taxation 11. Company Law 12. Quantitative Analysis
PART III	
<u>Section 5</u>	<u>Section 6</u>
Paper No. 13. Principles and Practice of Management 14. Management Accounting 15. Advanced Financial Management	Paper No. 16. Advanced Taxation 17. Advanced Auditing and Assurance 18. Advanced Financial Reporting

Certified Public Secretaries (CPS) examination

PART I	
<u>Section 1</u>	<u>Section 2</u>
Paper No. 1. Organisational Behaviour 2. Introduction to Law 3. Communication and Report Writing	Paper No. 4. Economics 5. Financial Accounting 6. Taxation Theory and Practice
PART II	
<u>Section 3</u>	<u>Section 4</u>
Paper No. 7. Management Information Systems 8. Financial Management 9. Company Secretarial Practice	Paper No. 10. Entrepreneurship 11. Company Law 12. Meetings-Law and Procedure

PART III	
<u>Section 5</u>	<u>Section 6</u>
Paper No. 13. Principles and Practice of Management 14. Advanced Company Secretarial Practice 15. Project Planning and Management	Paper No. 16. Strategic Management 17. Strategic Human Resources Management 18. Corporate Governance and Ethics

Certified Information Communication Technologists (CICT) examination

PART I	
<u>Section 1</u>	<u>Section 2</u>
Paper No.1. Introduction to Computing 2. Computer Applications (Theory and Practical) 3. Entrepreneurship and Communication	Paper No. 4. Operating Systems (Theory and Practical) 5. Financial Accounting 6. Computer Support and Maintenance
PART II	
<u>Section 3</u>	<u>Section 4</u>
Paper No. 7. Database Systems 8. Structured Programming 9. Systems Analysis and Design	Paper No. 10. Object Oriented Programming 11. Data Communication and Computer Networks (Theory and Practical) 12. Systems Security, Professional Values and Ethics

PART III	
<p style="text-align: center;"><u>Section 5</u></p> <p>Paper No.13. Principles and Practice of Management</p> <p style="padding-left: 40px;">14. Software Engineering</p> <p style="padding-left: 40px;">15. Project Planning and Management</p>	<p style="text-align: center;"><u>Section 6</u></p> <p>Paper No.16. Information Systems Management</p> <p style="padding-left: 40px;">17. Web Design, Internet Programming and e-Commerce</p> <p style="padding-left: 40px;">18. Research Methods</p> <p><u>Information Systems Project</u></p> <p>Candidates taking the CICT examination are required to undertake an information systems project after successfully completing paper Nos.1 to 18 in the examination.</p> <p>Candidates will NOT be awarded the CICT final certificate until they satisfy the examiners in the Information Systems Project.</p>

Certified Credit Professionals (CCP) examination

PART I	
<p style="text-align: center;"><u>Section 1</u></p> <p>Paper No. 1. Credit Management</p> <p style="padding-left: 40px;">2. Introduction to Law</p> <p style="padding-left: 40px;">3. Entrepreneurship and Communication</p>	<p style="text-align: center;"><u>Section 2</u></p> <p>Paper No. 4. Economics</p> <p style="padding-left: 40px;">5. Financial Accounting</p> <p style="padding-left: 40px;">6. Taxation Theory and Practice</p>
PART II	
<p style="text-align: center;"><u>Section 3</u></p> <p>Paper No. 7. Management Information Systems</p> <p style="padding-left: 40px;">8. Financial Management</p> <p style="padding-left: 40px;">9. Advanced Credit Management</p>	<p style="text-align: center;"><u>Section 4</u></p> <p>Paper No. 10. Marketing</p> <p style="padding-left: 40px;">11. Company Law</p> <p style="padding-left: 40px;">12. Quantitative Analysis</p>

PART III	
<u>Section 5</u>	<u>Section 6</u>
Paper No. 13. Principles and Practice of Management	Paper No. 16. Debt Recovery
14. Public Relations	17. Corporate Lending
15. Law Governing Credit Practice	18. Practice of Credit Management

Certified Securities and Investment Analysts (CSIA) examination

PART I	
<u>Section 1</u>	<u>Section 2</u>
Paper No. 1. Financial Mathematics	Paper No. 4. Economics
2. Financial Institutions and Markets	5. Financial Accounting
3. Entrepreneurship and Communication	6. Taxation Theory and Practice
PART II	
<u>Section 3</u>	<u>Section 4</u>
Paper No. 7. Management Information Systems	Paper No. 10. Advanced Finance, Investment and Equity Analysis
8. Financial Management	11. Law and Regulations Governing Financial Markets
9. Financial Statements Analysis	12. Quantitative Analysis
PART III	
<u>Section 5</u>	<u>Section 6</u>
Paper No. 13. Principles and Practice of Management	Paper No. 16. Portfolio Management
14. Valuation and Analysis of Fixed Income Instruments	17. International Finance
15. Asset Management	18. Valuation and Analysis of Derivatives

4.0 Transition arrangements

KASNEB is in the process of preparing modalities for the transition by students from the current examination syllabuses to the revised syllabuses. This will be communicated to the students, training institutions and other stakeholders shortly.

5.0 Accreditation of training institutions under the Accountants Act, No. 15 of 2008

The Accountants Act, No. 15 of 2008 which received Presidential assent on 24 December 2008 and commenced on 30 December 2008, broadened KASNEB's functions to include, among others, the liaising with the Ministry of Education in accreditation of institutions offering training in subjects examinable by KASNEB.

In this connection, KASNEB is in the process of formulating mechanisms for the carrying out of this function. This will ensure that the training offered to KASNEB students is appropriate and of the highest quality.

Conclusion

KASNEB remains committed to ensuring that its graduates possess all the requisite skills and competencies in line with international standards. Therefore, KASNEB endeavours to keep track of market dynamics and respond as appropriate, including by adjusting the content of papers in the examination syllabuses to reflect significant changes and trends. Any such changes will be communicated to students and trainers in an efficient and timely manner.

Last but not least, KASNEB extends sincere thanks and gratitude to all the stakeholders who worked meticulously towards the success of the syllabuses review process. Your views, suggestions and dedication added immense value to the new examination syllabuses. May God bless you abundantly for your support.

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